GRAMMAR

Complete the second sentences so the meaning is the same as the first.

1A. I have rarely failed to meet deadlines. I have very good time management skills.
1B. Rarely _____. I have very good time management skills.

2A. The school will teach the AP Capstone this year.
2B. The AP Capstone_____.

3A. Alia started working for Etisalat after she had graduated from the university.
3B. Alia _____ for Etisalat since she graduated from the university.

4A. Children will be raised to eat more healthy food.
4B. Parents will _____.

5A. We seldom attend these sessions anymore.
5B. Seldom _____.

Choose the correct answer.

1. I (***do not have to / must***) arrive at school early because our first period is free.

2. An application (***will send / will be sent***) to the company where jobs are available.

3. (***Not only Tariq is / Not only is Tariq***) a hardworking person, but he is also very helpful.

4. Number of students (***has been growing / has grown***) over the last decade. We will have to recruit more staff.

5. One of the celebrities complained that some pictures (***are taken / were taken***) during the party by paparazzi.

LIVEWORKSHEETS

VOCABULARY

Choose the correct word to complete the sentence.

1. They (***launched / created / signed up***) their business a month ago with only five employees.

2. Ms. Jane is on a (***sick / maternity / annual***) leave; she is going to have her first baby soon.

3. The (***entitlement / retirement / workload***) age is normally around 60 in many countries.

4. (***To check / Check / Checking***) your spelling before you share your CV.

5. The manger decided to **(promotion / promote / promotional)** Faris for his many achievements.

Complete the sentences below with words from the list given. There is one extra word.

workplace ***multitask*** ***obsolete*** ***judge***
network ***pester*** ***opportunities***

1. I am writing to enquire about employment _____ in your company.

2. The _____ decided that he was guilty and sent him to prison for six months.

3. _____ canteens are offering healthier foods than ever before.

4. She can _____ in the kitchen so why not in the car?

5. Public pay phones are almost _____ as everyone has a mobile phone.

6. You may need to _____ if you want to find jobs today.

LIVEWORKSHEETS